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Minutes 12/01/2005

Capital Planning Committee Meeting Minutes December 1, 2005

In attendance were:

Rob Addelson
Steve Andrew
Fred Fantini
John FitzMaurice
Charles Foscett, Chairman
Nancy Galkowski
Ruth Lewis
Anthony Lionetta
Barbara Thornton

* Denotes those not in attendance.

1. **Acceptance of Minutes:** Charlie Foscett called the meeting to order. Minutes of the last meeting were reviewed and accepted.
2. **Police Requests:** John FitzMaurice provided a follow-up report on additional information that had been requested by the CPC. This included an equipment schedule showing dates of purchases and planned replacements. He noted that there still seems to be a discrepancy with the Vehicle Replacements and will again follow up with the Police Department to get clarification.
3. **IT Requests:** The CPC voted to accept the IT Request for \$271,200, subject to upcoming CPC budget constraint discussions and related modifications. There was discussion about the Treasurer's office converting from its current in-house computer application to an off-the-shelf application. This is suggested to eliminate the need for special staff training and provide more consistent record keeping. Fred Fantini agreed to explore this with IT. This may be a \$200k future year request.
4. **Public Works Sub-Committee Updates:** Tony Lionetta stated that he has not received the additional information requested from Parks (Resolution of MRP costs and the future year program) and Public Works (Pavement Management Analysis and other requested information). Tony will send out reminder emails, if information is not provided shortly.
5. **TAC Request:** The Public Works Sub-Committee discussed TAC's \$75,000 request for traffic improvements in Downey Square. Tony Lionetta noted that TAC will be preparing a report on the performance and results of an opinion survey by the end of the year. Tony Lionetta noted that some of the proposed geometric changes need to be studied to make sure they can be done. Also, the appropriateness of an elevated crosswalk on Park Avenue was noted as a concern at this location. The diligent efforts of TAC were noted, however the CPC made the decision to table this request.
6. **Overview:** Charlie Foscett reviewed several financial worksheets related to the Capital Budget. All agreed that the \$2.1 million from the 2007 Revenue (that is scheduled to go into a "stabilization" funds for future year drawdown) should not be part of the 5%

Capital Plan budget \$ calculation. The next meeting will focus on trimming the plan to meet available funding.

7 Next Meeting: Next CPC meeting will be 12/13. The tentative agenda for this meeting includes: Review of School Department Requests (Sub-committee to meet after this meeting), Review of various departments assigned to the Administrative Sub-Committee (which have a limited number of requests), any updates and then the overall Plan Budget.

8. Adjournment: Meeting was adjourned at 5:30.